

10 JUN 1964

MEMORANDUM FOR: ~~Director of Communications~~
~~Director of Finance~~
~~Director of Logistics~~
~~Director of Personnel~~
~~Director of Security~~
Director of Training
Chief, Medical Staff


SUBJECT : Reorientation in Supervisory Responsibilities,
9 June 1964

1. The 9 June 1964 presentation of Reorientation in Supervisory Responsibilities was the last of the current series for supervisors in the DD/S area. Similar programs are being developed by the Office of Training for supervisors of the other Directorates.

2. It is requested that several of your people who attended the 9 June program prepare comments for the guidance of OTM in planning future presentations. These comments should include opinions on the substance of the talks and on the program as a whole. Suggestions for changes, additions or deletions will be welcome.

3. These comments are to be sent to the Director of Training no later than 18 June.

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L. K. White
Deputy Director
for Support

PERSONNEL

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~~SECRET~~
OFFICE OF THE DIRECTOR